

HAINES BOROUGH POLICE DEPARTMENT
COMPLAINT AGAINST THE POLICE DEPARTMENT

CONFIDENTIAL

Name of Complainant: _____

At what address can you be contacted: _____

Home Phone Number: _____ Cellphone Number: _____

Date and Time of Incident: _____

Location of Incident: _____

Name of the department member(s) against whom this complaint is being filed, or other means for us to identify the department member (car number, badge number, etc.)

Statement of allegation:

(If further space is needed use reverse side of sheet)

I understand that this statement of complaint will be submitted to the Haines Police and may be the basis of an investigation. Further, I sincerely and truly declare and affirm that the facts contained herein are complete, accurate, and true to the best of my knowledge and belief. Further, I declare and affirm that my statement has been made by me voluntarily without persuasion, coercion or promise of any kind.

I understand that, under the regulations of the police department, the officer against whom this complaint is filed may be entitled to request a hearing before a board of inquiry. By signing and filing this complaint, I hereby agree to appear before a board of inquiry, if one is requested by an officer, and to testify under oath concerning all matters relevant to this complaint.

Signature of Complainant

Date

Signature of Person Receiving Complaint

Date and Time Received

State of Alaska

Judicial District of Haines

On this _____ day of _____ in the year _____, before me, the undersigned notary public, personally appeared: _____ known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the same for the purposes therein contained.

Signature of Person Taking
Acknowledgment
Title or Rank

My Commission Expires: _____

HOW TO FILE A COMPLAINT

1. A complaint is defined as:
 - a. An alleged act, or failure to act, by personnel which is contrary to written rules, regulations, procedures, directive or orders of the Department.
 - b. An alleged act or omission which, if substantiated, would constitute a violation of law.
 - c. An allegation against police department members or the police department which tends to indicate an actual or potential defect in departmental rules, regulations, procedures, directives, general orders, or department services; or
 - d. A request for an administrative investigation by department members as authorized by this regulation.

NOTE: General complaints regarding requirements of duties, e.g., issuance of traffic citations, driver's license suspensions, etc., in which no impropriety is alleged and other channels of adjudication, such as court or other types of action are provided, is not deemed a complaint under this section.

2. If you wish to make a complaint about the actions of an employee of the Haines Borough Police Department or about an aspect of police operations, please fill out a Complaint Against the Police Department form. This form asks you to identify yourself and then to give specific details about your complaint.
3. Your complaint will then be investigated. You may be contacted and asked additional questions about your complaint.
4. You will be contacted personally or in writing to acknowledge receipt of your complaint and advising you of when you may expect an investigation to be completed.
5. When your complaint has been investigated, the chief of police will review the investigation and will contact you notifying you of the results, if the situation permits.